

**CITY OF BELMONT**  
**PLANNING COMMISSION MEETING**  
**SUMMARY MINUTES**

**TUESDAY, APRIL 7, 2015 - 7:00 PM**

Chair Kim called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

**1. ROLL CALL**

Commissioners Present: Kim, Hurt, Goldfarb, Macdonald, Mates, McCune, Simpson

Commissioners Absent: None

Staff Present: Community Development Director de Melo, City Attorney Rennie, Senior Planner DiDonato, Associate Planner Gill, Recording Secretary Turning

**2. COMMUNITY FORUM** – Tran spoke regarding Public Comment Protocol

**3. COMMISSION ANNOUNCEMENT/AGENDA ANNOUNCEMENT - None**

**April 14, 2015 City Council Meeting Liaison: Commissioner Hurt**

**Alternate Liaison: Commissioner McCune**

**4. OLD BUSINESS**

A. Request Extension of Approval-1001 and 1041 Old County Road (699 Ralston Avenue)

Community Development Director de Melo summarized the report and answered questions of the Commission

**MOTION by: Commissioner McCune, seconded by Commissioner Hurt to approve the Request for Extension of Approval at 1001 and 1041 Old County Road (699 Ralston Avenue)**

Ayes: McCune, Hurt, Mates, Simpson, Macdonald, Goldfarb, Kim

Noes: None

**Motion passed 7/0**

B. Amendment of Zoning Ordinance and Tree Ordinance (Continued from 3/31/15 Planning Commission Meeting)

Senior Planner summarized the Report providing background information from two previous Planning Commission meetings held on, March 17 and March 31, 2015.

Planner DiDonato, Community Development Director de Melo and City Attorney responded to questions of the Commission.

Discussion ensued

April 7, 2015 Planning Commission Meeting Minutes

**Motion by Commissioner McCune seconded by Commissioner Hurt to move the Resolution of the Planning Commission of the City of Belmont Recommending City Council Adoption of a Negative Declaration of Environmental Significance for Text Amendments to the Zoning Ordinance (Ordinance No. 360) for the Following Sections: 2 (Definitions), 4 (Residential), 8 (Off-Street Parking and Loading), 9 (General Regulations) 13A (Single Family and Duplex Residential Design Review), and 24 (Secondary Dwelling Units), and Chapter 25 of Belmont Municipal Code (Belmont Tree Ordinance)**

Ayes: McCune, Hurt, Goldfarb, Mates, Simpson, MacDonald, Kim

Noes: None

**Motion passed: 7/0**

**Motion by Commissioner Hurt seconded by Commissioner Goldfarb to move the Resolution of the Planning Commission of the City of Belmont Recommending to the City Council Amendments to Sections 2 (Definitions), 4 (Residential), 8 (Off-Street Parking and Loading), 9 (General Regulations) 13A (Single Family and Duplex Residential Design Review), And 24 (Secondary Dwelling Units of Belmont Zoning Ordinance Number 360**

Ayes: Hurt, Goldfarb, Mates, Simpson, Macdonald, McCune, Kim

Noes: None

**Motion passed: 7/0**

## **5. PUBLIC HEARINGS**

### **5A. PUBLIC HEARING – CITY OF BELMONT HOUSING ELEMENT (2015-2023)**

The Planning Commission will consider a resolution recommending that the City Council adopt the City of Belmont 2015-2023 Housing Element in accordance with Article 10.6 of the Government Code.

(Appl. No. 2014-0036)

CEQA STATUS: Initial Study/Negative Declaration (IS/ND)

APPLICANT: City of Belmont

PROJECT MANAGER: Diana Elrod, [dianaelrod@att.net](mailto:dianaelrod@att.net)

Project Manager Diana Elrod summarized the report. Community Development Director de Melo responded to questions from the Commission.

No one from the public requested to speak on this item.

Discussed ensued.

**MOTION by: Commissioner Hurt, seconded by Commissioner Mates to move the Resolution of the Planning Commission of the City of Belmont Recommending the City Council Amend the General Plan and Adopt the 2015 -2023 Housing Element**

Ayes: Hurt, Kim, Mates, Simpson, Macdonald, Goldfarb

Noes: None  
Abstain: McCune

**Motion passed 6/0/1**

**5B. 1839 El Verano Way** - To consider a Single Family Design Review to construct a 900 square foot addition to the existing 2,007 square foot single-family residence. The proposal will bring the total square footage of the residence to 2,907 square feet where the zoning district maximum permitted is 3,500 square feet for this site.

(Appl. No. PA2014-0060)

APN: 045-112-130; Zoned: R-1B Single Family Residential

CEQA Status: Categorically Exempt, Section 15301, Class 1(e)(1)

Applicant: Fred Strathdee for Strathdee Design & Development

Owner: Danny Borg

Project Planner: Rob Gill, (650) 598-4204, [rgill@belmont.gov](mailto:rgill@belmont.gov)

Chair Kim confirmed that no one on the commission had ex-parte communications with anyone on this project.

Associate Planner Gill summarized report, Planner Gill and Applicant responded to questions of the Commission.

Motion by Commissioner Goldfarb seconded by Commissioner Mates to open the Public Hearing

**Motion passed by show of hands 7/0**

Neighbor David Hendershott requested to speak on this item.

Motion by Commissioner McCune seconded by Commissioner Macdonald to close the Public Hearing

**Motion passed by show of hands 7/0**

Discussion ensued.

**MOTION by: Commissioner Simpson, seconded by Commissioner Goldfarb to move the Resolution of the Planning Commission of the City of Belmont approving a Single Family Design Review at 1839 El Verano Way (Appl. No. 2014-0060)**

Ayes: Simpson, Goldfarb, Mates, McCune, Macdonald, Hurt, Kim  
Noes: None

**Motion passed 7/0**

**Chair Kim noted the item can be appealed within 10 calendar days.**

**5C. 2113 Coronet Boulevard** - To consider a Single Family Design Review to construct a new 3,134 square foot single-family residence for the site (3,320 sq. ft. maximum building size permitted). The project would also include a Variance to allow porch stairs and a deck structure to encroach into the required 15-foot street side yard setback.

(Appl. No. PA2014-0040)

APN: 045-112-130; Zoned: R-1B Single Family Residential

CEQA Status: Categorically Exempt, Section 15303, Class 3(a)

Applicant: Dale Meyer Associates

Owner: Dom Campaign LLC

Project Planner: Rob Gill, (650) 598-4204, [rgill@belmont.gov](mailto:rgill@belmont.gov)

Chair Kim confirmed that no one on the commission had ex-parte communications with anyone on this project.

Associate Planner Gill summarized the report, Planner Gill and Myers and Associates responded to questions of the Commission

No one from the public requested to speak on this item.

Discussion ensued.

**MOTION by: Commissioner Macdonald, seconded by Commissioner Mates to move the Resolution of the Planning Commission of the City of Belmont approving a Variance and Single Family Design Review at 2113 Coronet Boulevard (Appl. No. 2014-0040)**

Ayes: Macdonald, Mates, Simpson, McCune, Goldfarb, Hurt, Kim

Noes: None

**Motion passed 7/0**

**Chair Kim noted the item can be appealed to the City Council within 10 calendar days.**

**6. ADJOURNMENT:** Meeting Adjourned at 10:00 pm.

Adjournment To: Tuesday, April 21, 2015 - 7:00 PM for a Planning Commission Meeting at Belmont City Hall.

Information on the applications to be considered at this meeting may be obtained from the City of Belmont Planning Division, One Twin Pines Lane, Suite # 110, CA, 94002, 650/595-7417. This meeting will be televised and webstreamed. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact: 650-637-2999. Notification in advance of the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting.